

## 2013 Non-farmer Vendor Guidelines

Welcome to the Piedmont Triad Farmers Market. To permit fair and equal opportunity for all sellers and to ensure quality products for buyers, the following rules have been developed. They will be revised and updated as needed, and may be modified according to the season and products being sold. We want to work with you and welcome your ideas and suggestions at anytime. To achieve maximum benefits and provide the best Market, Everyone – growers, sellers, customers, and management must share and work together. Thank you for choosing the Piedmont Triad Farmers Market to sell your products. The Market Manager may deny the privilege of operating on the Market to any person who violates these guidelines and rules, or who otherwise takes actions which are determined by the Market Manager to be detrimental to the Market. The Market Manager specifically reserves the right to request additional information or documentation before making a decision to deny or limit access to the Market, but is not required by these guidelines to do so. The privilege of selling on the Market is not an entitlement. In utilizing his or her discretion to suspend, revoke, or otherwise terminate a seller's privilege to sell on the Market, the Market Manager may consider a seller's history of cooperation with the Market Manager and the seller's good faith effort to obey the guidelines and rules of the Market. Likewise, any effort to manipulate or to violate the spirit of the guidelines and rules may be considered. The ultimate discretion for eligibility determinations belongs to the Market Manager, and determinations are final once they are rendered.

**1) To be considered for space, each vendor must submit a current application, which identifies each product to be sold and must provide the Market Manager or the Assistant Market Manager with a sample of the product for their approval prior to displaying each product.** Upon finding an unapproved product or one that is not identified on your application being offered for sale, you will be asked to immediately remove the product the first time and will be asked to leave the Market for the remainder of the season if it happens again.

**2) Spaces will be rented on a first come first serve basis each day by our Gatehouse personnel and all products being offered for sale should be reported at that time. While these spaces are “set aside” for natural craft products, baked good and concession vendors, it should be understood that certified farmers will be given preference for these spaces in the event that any or all of these spaces are needed to accommodate the farmers. If this occurs, non-farmer vendors will be expected to immediately relocate their products to another area that will be determined by the market management, based on where space is available at the time. There will be no refunds given for any reason, unless another area cannot be identified for use.** Any failure to cooperate fully will result in the immediate revocation of your selling privileges to sell on the Market.

**3) All vendors must stop at the Gate House each day, give a product count, pay the appropriate selling space rental fee and be assigned a selling space prior to occupying a space.** Currently, the non-farmer vendor daily selling space fee is \$30.00 per space per day.

4) Spaces 22-35 in Farmers Area I will be available for approved non-farmer vendors. Concession vendors will use the gravel lot west of Farmers Area II. The grassed area between Farmers II and the Market Shoppes and spaces on the outside north end of Farmers I are also available for approved non-farmers.

After 7:00 AM on Saturdays and Sundays: Any unrented, unoccupied selling space on the Market may be rented by non-farmers. Before 7:00 AM any day of the week a non-farmer can only rent space in the designated non-farmer areas. Concession vendors may rent space in the gravel lot only.

After 7:00 AM on Saturdays and Sundays: Non-farmers CANNOT be bumped from any selling space.

**REMEMBER –Selling space must be rented at the Gate House prior to occupying the space.**

You must physically remain at your selling space until 7:00 AM in the event a farmer needs the space and you have to relocate to another space. If the Market staff has to move your product, you will lose your selling privileges.

Non-farmer selling space rentals are daily only. Fees must be paid daily.

Sharing space with certified farmers is not permitted

5) Vendor certification will expire on December 31, 2013. **On dates when activities are occurring on the Market and space is expected to be very limited, spaces may not be available. You may wish to call the Gate House personnel to inquire if spaces will be available on the weekends that events are scheduled at the Market.** If there is a need to terminate the use of all or part of these spaces due to an increase in the number of farmers utilizing space, construction, special events or any other reason which Market Management considers to be an appropriate justification, Market Management reserves the right to cancel use of this area by posting notice at the Gate House.

6) Baked good vendors must submit a copy of their verification of facility inspection with their application for space. Only homemade baked goods may be sold. No commercially produced products will be allowed. To schedule a home inspection contact the NCDA&CS Food & Drug Division at 919-733-7366. Ask for Compliance

7) Craft items offered for sale will be limited to handmade or homemade items made from naturally occurring raw agricultural materials. Soaps, lotions, oils, plastic, wire, silk, cloth and other manufactured materials or products made with these materials will not be allowed. Wood, straw, clay, vine, plant, natural beeswax, homespun fiber and other natural products are the only materials that will be considered. **LIVE PLANTS, PRODUCE OR OTHER AGRICULTURAL COMMODITIES SUCH AS THOSE SOLD BY OUR CERTIFIED FARMERS MAY NOT BE SOLD IN THIS AREA.**

8) Each vendor will be responsible for providing their own tables and other display items and for the safety and security of their products. The Market does not accept responsibility for the loss or theft of any products.

Please be good neighbors to our farmers and market staff and adhere closely to each of these guidelines in order that we may continue to offer this program and provide an opportunity for you to sell.